



JOB DESCRIPTION

MEDICAL DIRECTOR

AMERICAN MEDICAL RESPONSE BAY AREA, NORTHERN CALIFORNIA

SUMMARY: Provides consultation on the conduct, evaluation and revision of out-of-hospital, basic and advanced life support as provided by nurses, paramedics and EMTs. Provides overall medical responsibility for interfacility transport policy and protocol. Interacts with both Operations and the department of Clinical & Educational Services (CES), providing consultation on specific cases, as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- a. Provide consultation on the professional medical operation of emergency medical system requested by AMR.
- b. Prepare or assist with the preparation of reports and records as may be required by AMR or regulatory bodies, whether public or private.
- c. Advise and assist in the organization and implementation of an effective utilization review program and participate in utilization review services.
- d. Participate in AMR and system committees as may be reasonably requested.
- e. Foster the maintenance of consistently high quality services, and advise and assist AMR the development and implementation of a comprehensive quality improvement program.
- f. Assist AMR with respect to the development of company rules, if requested.
- g. Assist in the design and development of patient information forms, medical record forms consent forms for use in the field or for company purposes.
- h. Strive to ensure that appropriate medical record entries are made concerning all examination procedures and other services performed by AMR personnel.
- i. Undertake activities, as reasonably requested by AMR, involving professional contacts with physicians, hospitals, public health agencies, paramedic associations, nursing associations state and local medical societies in order to apprise such individuals and groups of the nature

and availability of facilities and services of AMR and facilitate the exchange of information on patient care, administration, medical policy, and utilization review. Meet with city, county or elected officials and/ or organizations on behalf of the corporation as reasonably requested.

- j. Develop lines of communication with AMR departments to ensure harmonious interaction related to medical care.
- k. Assist AMR with respect to preparation of annual reports, operating and annual budgets (including projection of both revenue and expenditures).
- l. Use best effort to perform all obligations in accordance with the budget established by AMR.
- m. When requested, cooperate with and assist other members of AMR in the preparation of clinical and other reports for publications.
- n. Use best effort to elevate the standing of AMR in the fields of emergency medicine and pre-hospital or out-of-hospital care.
- o. Give technical advice and assistance as may be requested to facilitate the installation of equipment, expansion of AMR services, as well as general strategic planning.
- p. Authorize, supervise and approve the purchase of necessary medications for pre-hospital service in accordance with the full scope of authorized practice in the jurisdictions where ambulatory service is provided and as defined in the introductory statement of this agreement. Narcotic and controlled medications are specifically included in this function.
- q. Advise and assist AMR in such other special medical /administrative projects as AMR may reasonably request; such as investigating trends and developments in emergency medicine practices and techniques, innovative approaches that improve quality of care, and immediate and long range planning for emergency medical services.

Confers with operation management, allied healthcare personnel, the Director of Clinical Services, and the CES staff, to gain knowledge of clinical demands and work expectations in the out-of-hospital setting.

Consults with the Director of Clinical Services and the CES department, on the formulation of educational plans and or Performance Improvement Plans for field personnel.

Assists with clinical investigations, as requested.

Periodically conducts classroom didactic sessions covering specified areas required by statute or regulation and consistent with current science and accepted standards of clinical practice in the out-of-hospital setting.

Participates in the testing or review of employees to measure clinical competence.

Other duties as assigned or set forth by contract.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Doctoral degree in medicine (M.D.) and more than 10 years related experience and/or training in emergency medicine; or equivalent combination of education and experience.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to employees, managers, public groups, and/or boards of directors.

MATHEMATICAL SKILLS:

Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY:

Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems. Ability to deal with nonverbal symbolism (formulas, scientific equations, graphs, etc.,) in its most difficult phases. Ability to deal with a variety of abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS:

Current California Licensure as a Physician as well as board certification in emergency medicine is required. Advanced Instructor certifications in ACLS, PALS, BTLs and CPR are also required. Fellowship in the American College of Emergency Physicians is preferred.

COMMENTS:

On-going reinforcement of the Medical Director's own clinical skills and abilities should be achieved by accepting a minimum of one regularly assigned hospital E.D. shift per month within or around the local or regional operation division. In order for the Medical Director to maintain first-hand knowledge that is current and to maintain excellent working rapport with clinical personnel, it is imperative that the Director be active in and among field and hospital clinical staff.